



**STATE OF WASHINGTON**  
**DEPARTMENT OF LICENSING**  
*PO Box 9020, Olympia, Washington 98507-9020*  
**HOME INSPECTOR ADVISORY LICENSING BOARD**  
**PLANNING SESSION AGENDA**

**DATE:** March 5, 2015

**PLACE:** The Olympia Center  
Room 102  
222 Columbia Street NW  
Olympia, WA 98501

**CONTACT PERSON:** Karen Jarvis, Program Manager  
360-664-6487  
[kjarvis@dol.wa.gov](mailto:kjarvis@dol.wa.gov)

**ORDER OF PLANNING SESSION AGENDA:** (NO FORMAL ACTIONS WILL BE TAKEN)

**TIME:** 9:00 AM to until business is completed

**CALL TO ORDER:** Karen Jarvis, Program Manager

- A. Orientation of Regulatory Program
  - (1) Licensing – Debbie Wright
  - (2) Education – Dolly Casitas
  - (3) Complaint Intake – Lynnel McKnight/Nate Moore
  - (4) Investigations – Bill Dutra
  - (5) Compliance – Ryan Grimes
  - (6) Board & Program Oversight – Karen Jarvis/Lona Price
- B. Role of Sub-Committees and the Purpose of Sub-committee Meetings and the Regular Board Meetings
- C. Status of Rule Changes – Karen Jarvis/Jerry McDonald
- D. Discussion of sharing inspection reports
- E. Discussion about infrared usage in home inspections
- F. Course Review standards – Education Subcommittee
- G. Fundamentals of Home Inspection – Live vs. Distance Education - Staff
- H. Other Business if time allows
- I. Adjourn

The Department of Licensing has a policy of providing equal access to its services. If you need accommodations, please call (360) 664-6487 or TTY (360) 664-8885.



**STATE OF WASHINGTON**  
**DEPARTMENT OF LICENSING**  
*PO Box 9020, Olympia, Washington 98507-9020*  
**HOME INSPECTOR ADVISORY LICENSING BOARD**  
**REGULAR MEETING AGENDA**

**DATE:** March 5, 2015

**PLACE:** The Olympia Center  
Room 102  
222 Columbia Street NW  
Olympia, WA 98501

**CONTACT**

**PERSON:** Karen Jarvis, Program Manager  
360-664-6487  
[kjarvis@dol.wa.gov](mailto:kjarvis@dol.wa.gov)

**ORDER OF MEETING AGENDA:** OPEN SESSION(S)

**TIME:** Immediately following the planning session until business is completed

**CALL TO ORDER:** Karen Jarvis, Program Manager

- A. Election of Chair & Vice-Chair
- B. Attendance
- C. Approval of Agenda
- D. Approval of March 3, 2014 Meeting Minutes
- E. Planning Session Recap
- F. Vote on 2015 Regular Board Meeting Dates and locations.
- G. Sub-committee Appointments  
(1) Vote on Sub-committee Chairs and Members
- H. Budget
- I. Open Forum
- J. Summary of Action Items
- K. Adjourn